

# Automatic Drip Coffeemaker

U S E   A N D   C A R E   G U I D E

Models TCM14B, TCM14BE



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# IMPORTANT SAFEGUARDS

When using electrical appliances, basic safety precautions should always be followed including the following:

- ◆ Read all instructions.
- ◆ Do not touch hot surfaces. Use handles or knobs.
- ◆ To protect against electric shock, do not place cord, plugs, or appliance in water or other liquid.
- ◆ Close supervision is necessary when any appliance is used by or near children.
- ◆ Unplug from outlet when not in use and before cleaning. Allow to cool before putting on or taking off parts, and before cleaning the appliance.
- ◆ Do not operate any appliance with a damaged cord or plug or after the appliance malfunctions, or has been damaged in any manner. Contact Consumer Service for examination, repair or adjustment.
- ◆ The use of an accessory not evaluated for use with this appliance may cause injuries.
- ◆ Do not use outdoors.
- ◆ Do not let cord hang over edge of table or counter, or touch hot surfaces.
- ◆ Do not place on or near a hot gas or electric burner, or in a heated oven.
- ◆ To disconnect, switch the Power Button to OFF, then remove plug from wall outlet.
- ◆ Do not use appliance for other than intended use.
- ◆ Be certain Lids are securely in place before operating appliance.
- ◆ Scalding may occur if the lid is removed during the brewing cycles.
- ◆ The Carafe is designed for use with this appliance. It must never be used on a range top.
- ◆ Do not set a hot carafe on a wet or cold surface.
- ◆ Do not use a cracked Carafe or a Carafe having a loose or weakened handle.
- ◆ Do not clean Carafe with cleansers, steel wool pads, or other abrasive material.

## SAVE THESE INSTRUCTIONS FOR HOUSEHOLD USE ONLY



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# ADDITIONAL IMPORTANT SAFEGUARDS

**WARNING:** This appliance generates heat and escaping steam during use. Use proper precautions to prevent the risk of burns, fires, or other injury to persons or damage to property.

- ◆ All users of this appliance must read and understand this Use and Care Guide before operating or cleaning this appliance.
- ◆ The cord to this appliance should be plugged into a 120V AC electrical outlet only.
- ◆ Use **water only** in this appliance! Do not put any other liquids or food products in this appliance. Do not mix or add anything to the water placed in this appliance, except as instructed in the User Maintenance Instructions to clean the appliance.
- ◆ DO NOT attempt to move an appliance containing hot liquids. Allow appliance to cool completely before moving.
- ◆ Keep appliance at least 4 inches away from walls or other objects during operation. Do not place any objects on top of appliance while it is operating. Place the appliance on a surface that is resistant to heat.
- ◆ If this appliance begins to malfunction during use, switch the Power Button to OFF, then immediately unplug the cord. Do not use or attempt to repair the malfunctioning appliance.
- ◆ If this appliance falls or accidentally becomes immersed in water or any other liquid, unplug it immediately. **Do not reach into water! Do not use this appliance after it has fallen into or has become immersed in water.** Contact Consumer Service for examination and repair.
- ◆ Do not leave this appliance unattended during use.
- ◆ The appliance must be left to cool down sufficiently before adding more water to avoid spattering.
- ◆ Always use fresh, cool water in your appliance. Warm water or other liquids, except as listed in cleaning section, may cause damage to the appliance.

- ◆ DO NOT put Carafe into a microwave.
- ◆ DO NOT leave empty Carafe on Warming Plate when appliance is turned ON, as the Carafe may crack or become otherwise damaged.

**CAUTION:** To prevent injury when utilizing Pause and Pour (drip-stop) feature, replace Carafe within 1 minute of removing during brewing process.

## ELECTRIC/CORD/PLASTICIZER INFORMATION

### **Polarized Plug**

This appliance has a polarized plug (one blade is wider than the other). To reduce the risk of electric shock, this plug is intended to fit into a polarized outlet only one way. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. Do not attempt to modify the plug in any way.

### **Short Power Supply Cord**

A short power-supply cord is provided to reduce the risk resulting from becoming entangled in or tripping over a longer cord. Do not use an extension cord with this product.

### **Electric Power**

If the electrical circuit is overloaded with other appliances, your appliance may not operate properly. It should be operated on a separate electrical circuit from other appliances.

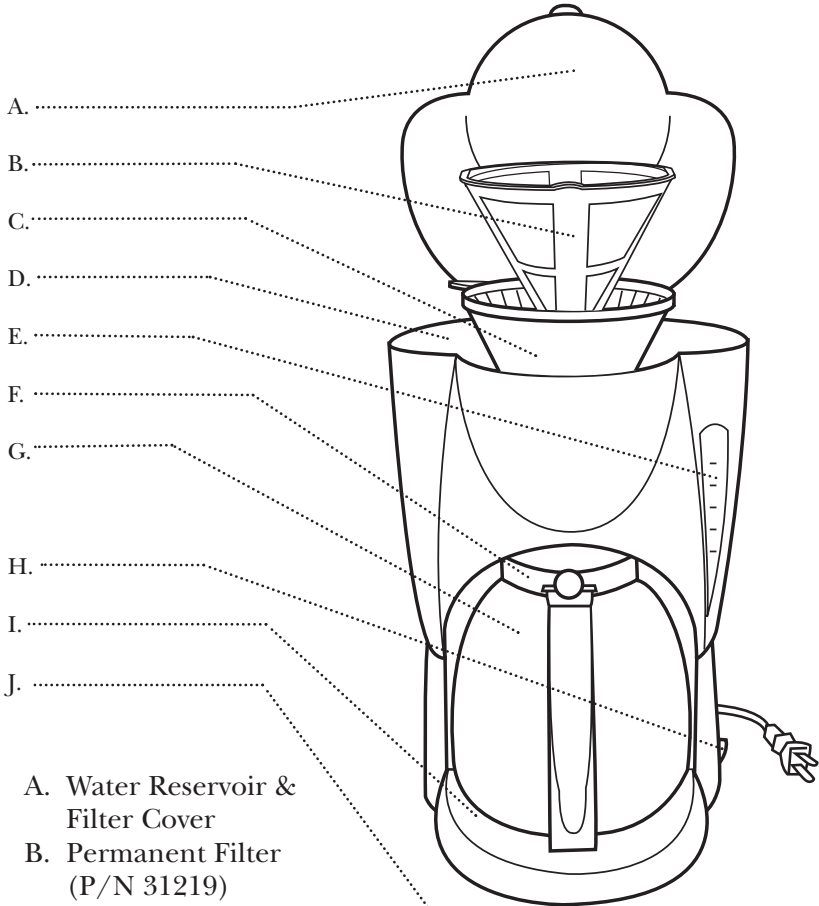
### **Plasticizer Warning**

**CAUTION:** To prevent Plasticizers from migrating from the finish of the countertop or tabletop or other furniture, place NON-PLASTIC coasters or placemats between the appliance and the finish of the countertop or tabletop.

**Failure to do so may cause the finish to darken, permanent blemishes may occur or stains can appear.**



# Product Diagram



- A. Water Reservoir & Filter Cover
- B. Permanent Filter (P/N 31219)
- C. Removable Filter Basket (P/N 31221)
- D. Water Reservoir
- E. Water Window
- F. Glass Carafe Lid (P/N 31222)
- G. Glass Carafe w/Lid (P/N 31223)
- H. Power Light On/Power Select Button
- I. Warming Plate
- J. Brew Strength Control Dial (Figure 1)

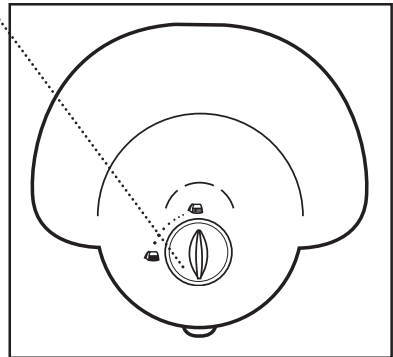


Figure 1

# Operating Instructions

## Before First Use

**CAUTION:** To protect against electrical shock, do not immerse the Coffeemaker or allow AC cord to come into contact with water or other liquids.

1. Remove all packing material from the inside and outside of the Coffeemaker.
2. Before preparing coffee in your new Coffeemaker, thoroughly clean the Glass Carafe, Carafe Lid, Permanent Filter and Removable Filter Basket in hot, sudsy water. Rinse and dry.
3. Replace disassembled parts.
4. Clean the inside of the Coffeemaker by brewing two full carafes of tap water (see “Brewing Coffee Instructions” on page 6). Do not use coffee for this initial cleaning.

**NOTE:** at the end of first cycle, turn Coffeemaker off and wait ten minutes. Turn unit on and brew second carafe of fresh water.

## Coffee Filters

Cone-shaped paper filters are available locally at grocery stores and where Coffeemakers are sold. Standard #4 filters should be used. The use of basket-style paper filters is not recommended, since they do not conform to the shape of the Filter Basket and may cause coffee to back up and spill over during brewing.

## Hints For Great Tasting Coffee

- ◆ A clean Coffeemaker is essential for making great tasting coffee. Regular cleaning, as specified in “User Maintenance Instructions” on page 11 is highly recommended.
- ◆ Always use fresh, cold water in your Coffeemaker.
- ◆ Finer grinds, such as drip and ADC coffee, promote fuller extraction and provide rich, full-bodied coffee. Regular grind will require slightly more coffee per cup to provide the strength of a finer grind.



- ◆ Store coffee in a cool, dry place. Once coffee has been opened, keep it tightly sealed in the refrigerator to maintain freshness.
- ◆ For optimum coffee, buy whole beans and grind them finely just before brewing.
- ◆ Do not re-use coffee grounds since this will greatly impair coffee flavor.
- ◆ Reheating coffee is not recommended. Coffee is at its peak flavor immediately after brewing.
- ◆ Small oil droplets on the surface of brewed, black coffee is due to the extraction of oil from the coffee grounds. Oiliness may occur more frequently if heavily roasted coffees are used. Overextraction may also cause oiliness, indicating a need to clean your Coffeemaker.

## Brewing Coffee Instructions

1. Be sure Power Select Button is in the OFF (O) position.
2. Plug Coffeemaker into any 120 Volt, AC electrical outlet.
3. Fill Glass Carafe with cold tap water to the correct line indicating the desired number of cups. Markings on the Glass Carafe indicate level of water required to brew desired number of cups. No less than two cups is recommended.
4. Lift the Water Reservoir & Filter Cover and carefully pour into Water Reservoir. Close Cover.

**NOTE:** The amount of brewed coffee will always be less than the amount of water placed into Coffeemaker, since about 10% is absorbed by coffee grounds and filter.

5. Place a #4 paper cone-shaped filter or Permanent Filter in the Removable Filter Basket.
6. Measure one level tablespoon of drip or regular grind coffee for each cup of coffee desired. You may choose to brew your coffee with a stronger brew strength. To do so, adjust the Brew Strength Control Dial located on the top of the unit. The illustration indicates a stronger or lighter brew strength. (See Figure 2)

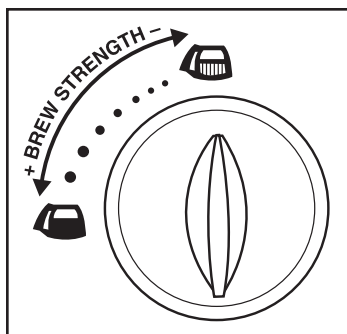


Figure 2

**NOTE:** To further brew a stronger or milder coffee, adjust amount of coffee to suit your taste.

6. Return Removable Filter Basket to original position and close Water Reservoir & Filter Cover.
7. Place Glass Carafe on Warming Plate.
8. Switch Power Select Button to ON. (–) (For model TCM14BE with electronic timer and automatic shut-off, see Special Instructions on page 9). The Power Light will indicate unit is in operation.
9. If you wish to serve a cup of coffee before brew cycle is completed, simply remove Glass Carafe from Warming Plate. Dripping will automatically cease. Return Glass Carafe to position on Warming Plate within 1 minute; dripping will resume.

**NOTE:** Make sure that the Glass Carafe is replaced under the Filter Basket within one minute to prevent overflow.

10. Upon completion of the brew cycle, wait about one minute until the brew dripping from the Filter Holder into the Glass Carafe has stopped. Carafe Lid should be kept in place to facilitate safe serving and help keep coffee at proper serving temperature.
11. To keep coffee hot, return Glass Carafe to the Warming Plate after serving. The Warming Plate will automatically cycle to maintain ideal serving temperature as long as the Coffeemaker is on.
12. Switch Coffeemaker to OFF (O) when Glass Carafe is empty or when unit is not in use. (Model TCM14BE has automatic shut-off and will automatically shut off after two hours from start of brew cycle).
13. To brew another Glass Carafe of coffee, turn unit off and wait 10 minutes to allow heating element to cool.  
Important: If unit is not allowed to cool before immediate repeated use, water placed in Water Chamber may become overheated and a spray of steam could be released from opening, creating a risk of burns.





# Pause And Pour Feature

1. After approximately 2 cups of coffee have been brewed, the Glass Carafe may be slowly removed and the coffee will stop dripping.
2. The flow valve is located on the bottom of the Removable Filter Basket and is activated when the Glass Carafe is removed. The design makes it possible for you to remove the Glass Carafe and pour a cup of coffee before the entire pot is brewed.
3. When using this feature, make sure that the Glass Carafe is replaced under the Filter Holder within 1 minute to prevent overflow.

# Brewing A Second Pot Of Coffee

As mentioned above, it is recommended that the Coffeemaker should be in OFF (O) position for 10 minutes between cycles, in order to allow unit to cool. While unit is in OFF (O) position, rinse Permanent Filter or dispose of used coffee filter, and rinse Glass Carafe and Removable Filter Basket in water.

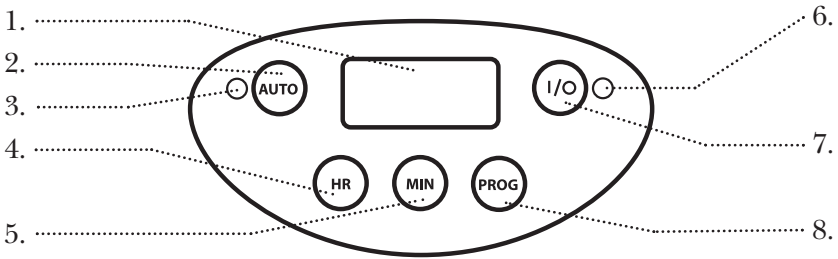
If necessary, place a fresh filter in Removable Filter Basket. Repeat brewing procedure.

1. To brew a second pot of coffee, turn the Coffeemaker off and allow it to cool. Empty used coffee grounds and repeat steps for brewing coffee.

**CAUTION:** Failure to allow Coffeemaker to cool may cause water to overheat and spray hot steam. The hot steam can cause severe burns.

# Special Instructions For Model TCM14BE With Electronic Timer And Auto-Off

## Setting The Digital Display/Timer Control Panel



1. **Digital Display:** Clock with AM/PM Indicator Program.
2. **AUTO Button:** Allows you to program the Timer for AUTO BREW so that your brewing will begin at the selected time. Press to change AUTO BREW time.
3. **AUTO Light:** Illuminates when AUTO BREW has been set, and the Coffeemaker is ready to begin brewing at the preprogrammed time.
4. **HOUR Button:** Advances the HOUR: use to adjust time in hours for Clock Display and AUTO BREW programming.
5. **MIN. Button:** Advances the MINUTES: Use to adjust time in minutes for Clock Display and AUTO BREW programming.
6. **Power Light:** Illuminates when the Coffeemaker is in operation.
7. **Power Select Button (I/O):** Press once (the Power Light will illuminate) to begin brewing coffee immediately. Pressing the button again will turn the Coffeemaker OFF.
8. **Program Button:** Allows you to set the delayed brewing time and time of day.



## Setting The Clock With AM/PM Indicator

1. Plug the power cord into a wall outlet. The Display will flash until time of the day is set.  
**NOTE:** A power failure will also cause the Display to flash and it will be necessary to reset the clock.
2. To set the clock, press the PROGRAM Button until “Set Time” appears in upper left corner. Press the HOUR button to set correct Hour, noting AM/PM. Press the MIN Button to set correct minutes.

## Setting The Timer

1. Press the PROGRAM Button twice and display will show “Set Timer” in upper right corner of the Digital Display. Press and hold the HOUR Button until the correct hour is displayed for the brew time you would like to set, noting that PM is indicated on the left corner of the display. Indicator Display will go off in 5 seconds.
2. Press the MIN Button until the correct minute is displayed for the brew time you would like to set.
3. After the brew time is set, press AUTO Button once. The AUTO light will illuminate indicating that your Coffeemaker is ready to begin brewing at the pre-programmed time. Indicator Display will go off in 5 seconds.

## To Start Brewing Coffee Immediately

Press the Power Select Button. The Power Light will illuminate as the Coffeemaker begins brewing the coffee.

## To Start Brewing Coffee At The Preprogrammed Time

At the preprogrammed time, the Coffemaker will turn itself on automatically. The Power Light will turn on as the Coffeemaker begins brewing and coffee will begin flowing into the Glass Carafe.

# User Maintenance Instructions

## Care And Cleaning

Always make sure Coffeemaker is unplugged and in the OFF position and Warming Plate is cool before attempting to clean. After daily use, the Filter Basket and Glass Carafe should be washed in hot, sudsy water. Wipe exterior with a damp cloth to remove superficial stains. For stubborn stains, use a nylon or plastic pad with a non-abrasive cleanser. Do not use metal scouring pads or abrasive cleansers.

## Descaling

Special cleaning of your Coffeemaker is recommended at least once a month, depending on frequency of use and quality of water used in the unit. If water in your area is especially hard, the following cleaning procedure should be performed every two weeks, since minerals in water can detract from the flavor of the coffee and possibly lengthen brew time.

1. Fill Glass Carafe with one part white vinegar to three parts cold water. Pour water and vinegar solution into the Water Reservoir.
2. Place a paper filter or Permanent Filter in the Removable Filter Basket and return to original position. Place Glass Carafe on Warming Plate. Switch Power Select Button to ON. During cleaning, more steam will occur than during normal brewing.
3. **KEEP THE COFFEEMAKER ON UNTIL GLASS CARAFE IS HALF FULL.** Switch Power Select Button to OFF. When liquid stops dripping from Filter Holder into the Glass Carafe, remove Glass Carafe and allow liquid to cool in the Glass Carafe for 10 minutes. When cooled, pour liquid back into the Water Reservoir.
4. Return Glass Carafe to Warming Plate.
5. Switch Power Select Button to ON. Repeat procedure, allowing all the cleaning solution to empty into the Glass Carafe. After dripping has stopped, discard contents of Glass Carafe.



6. After allowing Coffeemaker to cool for 10 minutes, rinse it out by brewing a Glass Carafe full of cold water.
7. At end of brew cycle, switch Power Select Button to OFF. Discard water in the Glass Carafe. Wash Glass Carafe and Filter Basket in hot sudsy water. Dry parts.
8. When Coffeemaker has cooled, wipe exterior with a dry cloth.

## Glass Carafe Safety Precautions

1. Do not use a cracked Glass Carafe having a loose or weakened handle.
2. This Glass Carafe is designed to be used only on the Warming Plate of your coffeemaker. Do not use on a conventional oven.
3. To avoid breakage, handle carafe with care. Avoid impact. Glass will break as a result of impact. Use care when filling with water to avoid hitting faucet.
4. Do not place hot carafe on cool or wet surface. Allow to cool before washing or adding liquids.
5. Do not set empty carafe on a hot heating surface. Do not clean with steel wool pads, abrasive cleanser, or any other materials that may scratch.
6. Do not bump, scratch, or boil dry.
7. Discard carafe if it is cracked, scratched, or heated while empty for an extended period of time.

## Cord Storage

Unplug appliance and allow to cool. There is convenient cord storage area at the back of the machine. Simply feed the Cord inside the Storage area and store in its box or in a clean, dry place.

# IMPORTANT NOTICE

*If any parts are missing or defective,*

**DO NOT** return this product.

*Please call our Customer Service Department for assistance.*

**800-233-9054** Monday - Friday 9:00 am - 5:00 pm CST

*Thank You*

## LIMITED ONE-YEAR WARRANTY

**Warranty Coverage:** This product is warranted to be free from defects in materials or workmanship for a period of one (1) year from the original purchase date. This product warranty is extended only to the original consumer purchaser of the product and is not transferable. For a period of one (1) year from the date of original purchase of the product, our Repair Center will, at its option, either (1) repair the product or (2) replace the product with a reconditioned comparable model. These remedies are the purchaser's exclusive remedies under this warranty.

**Warranty Service:** To obtain warranty service, you must call our warranty service number at 1-800-233-9054 for return instructions on how to deliver the product, in either the original packaging or packaging affording an equal degree of protection to the Repair Center specified below. You must enclose a copy of your sales receipt or other proof of purchase to demonstrate eligibility for warranty coverage.

To return appliance, ship to:

To contact us, please write to, call, or email:

Attn: Repair Center  
708 South Missouri Street  
Macon, MO 63552 USA

Consumer Relations Department  
P.O. Box 7366  
Columbia, MO 65205-7366 USA  
1-800-233-9054  
E-mail: [consumer\\_relations@toastmaster.com](mailto:consumer_relations@toastmaster.com)

**What Is Not Covered:** This warranty does not cover damage resulting from misuse, accident, commercial use, improper service or any other damage caused by anything other than defects in material or workmanship during ordinary consumer use. This warranty is invalid if the serial number has been altered or removed from the product. This warranty is valid only in the United States and Canada.



LIMITATION ON DAMAGES: THERE SHALL BE NO LIABILITY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR BREACH OF ANY EXPRESS OR IMPLIED WARRANTY OR CONDITION ON THIS PRODUCT.

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For more information on our products, visit our website:  
[www.maxim-toastmaster.com](http://www.maxim-toastmaster.com).



**toastmaster®**

- *Water Level Indicator.*
- *Power Light.*
- *Non-stick Warming Plate.*
- *Hidden Cord Storage.*



## **Questions**

Call toll free 1-800-233-9054

Monday–Friday, 8:00 a.m.-5:30 p.m. CST

[www.maxim-toastmaster.com](http://www.maxim-toastmaster.com)

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